Checklist: Tech On/Deboarding

Please notify Tech Manager if these steps are done by other board members, so we know what has changed.

Note: Tech permissions are given on need-to-know basis

- VPS
  - Sudo - if applicable
  - SSH key on different users than their own
  - SQL + Firewall exception
- Access to services
  - Internal
    - Forums
    - Control Center
    - Moodle
    - Booking
    - Handover
    - Portainer
    - Umami (Analytics)
  - External
    - G-suite / E-mail
      - Web Department Files on Drive
    - Cloudflare
      - User
      - Access Rules
    - Namecheap
    - GitHub
    - Grafana
    - Discord
    - Bot ownership - if applicable
    - Vatsim Connect ownership
    - Hetzner
    - vats.im ownership